

NEWPORT PUBLIC LIBRARY

Board of Trustees

Meeting Minutes

February 16, 2012

1. Call to order: Vice President Carol Cummins called the meeting to order at 4:30 p.m. in the Rotary Board Room of the Newport Public Library.

Attendance: Jennifer Booth, Carol Cummins, Dorianne Farzan, Chuck Flippo, Paul Gaines, Girard Galvin, David Gordon, Eileen Hadfield, Robin Skuncik Jones, Susan McCoy, Justin McLaughlin, David Reed and library director Regina Slezak.

Auditors Robert Howard and Jenna Krzesicki from CCR were also in attendance.

Excused: Mary Ambrogi, Lynn Ceglie, William Harvey

Absent: Gail Alofsin, Lesley Thurston

2. Amendment to the agenda:

There was one change to the agenda. Under the heading New Business, the Auditor's Report was moved to the beginning of the agenda.

3. Auditor's Report:

Robert Howard and Jenna Krzesicki from CCR Auditors distributed copies of the audit report and financial statements for fiscal year 2011. The library is in an overall good financial position.

4. Minutes of the January 19, 2012 meeting:

Susan McCoy asked for changes or additions to the minutes. Hearing none, she asked for a motion to accept the minutes as presented. Justin McLaughlin moved to accept the minutes of the January 19, 2012 meeting. Jennifer Booth seconded the motion. Jennifer Booth, Carol Cummins, Doriennne Farzan, Chuck Flippo, Paul Gaines, Girard Galvin, David Gordon, Eileen Hadfield, Robin Skuncik Jones, Susan McCoy, Justin McLaughlin and David Reed. The vote was unanimous. There were no votes against. The motion carried.

5. Finance Committee report:

Robin Skuncik Jones reported that contributions are up with expenses down year to date. Investment income is up 3% in January and is level year to date.

A. 2012-13 Proposed Budget:

Copies of the proposed budget for fiscal year 2012-13 were distributed. The budget has a 1% increase in the city allocation with a 3% increase for staff and 5% increase for health care costs. The

Finance Committee recommended at its meeting that the budget be sent to the Board of Trustees for approval.

Dorienne Farzan made a motion to approve the proposed budget for fiscal year 2012-13. David Reed seconded the motion. Voting in favor of the motion are Jennifer Booth, Carol Cummins, Dorienne Farzan, Chuck Flippo, Paul Gaines, Girard Galvin, David Gordon, Eileen Hadfield, Robin Skuncik Jones, Susan McCoy, Justin McLaughlin and David Reed. The vote was unanimous. There were no votes against. The motion carried.

The proposed budget will be submitted to the city in early March.

6. Bylaws Committee report:

Eileen Hadfield reported that a draft copy of the bylaws has been completed. Changes include compliance to open meeting laws and the elimination of no longer used committees.

7. Building and Grounds Committee report:

David Reed reported that drain work has begun in the mechanical room. Use of jack hammers has made it necessary to close a section of the library due to noise. The maintenance staff has begun shampooing carpets throughout the library.

8. Long Range Plan Committee report:

Regina Slezak reported that the Long Range Plan is completed and

will be presented at the March meeting.

9. Financial Development Committee report:

Susan McCoy reported that the annual appeal has received \$11,955 so far.

Letters for individual event sponsors were mailed this week. The event has received \$4,000 in business sponsorships and donations.

10 Friends of the Library:

Chuck Flippo reported that the Winter Clearance sale made over \$2,800 in four days. A special one day sale of children's materials will be held on February 23rd in the Spring St. Lobby.

11. Director's Report:

In addition to her written report, Regina Slezak reported that the new city manager came to the library for a tour and to meet the staff.

The library is hosting 3 programs in conjunction with Read Across Rhode Island. This year's book selection is "Caleb's Crossing." Programs include lectures and a book discussion and are free and open to the public.

12. Old business:

There was no old business at this time.

13. New business:

A. Auditor's Report:

The auditor's report was moved to the beginning of the meeting.

14. Adjournment:

The meeting was adjourned at 5:00. The next meeting is scheduled on March 15, 2012.